

**SUPERVISOR OF ACADEMIC INSTRUCTION
(CORRECTIONAL FACILITY)**

**JOB ANALYSIS
BACKGROUND INFORMATION**

Date of Study: January 9th through 11th, 2006

Collective Bargaining Identification: S01

Job Analysis Conducted By: Lisa D. John, Associate Personnel Analyst
Department of Corrections and Rehabilitation

Number of Incumbents: There are 106 incumbents in this classification
per Department of Corrections and Rehabilitation
Filled/Vacant Position Report dated
January 19, 2006.

Names of the Subject Matter Expert(s) and their background:

**DENNIS BUTCHER, SUPERVISOR OF ACADEMIC INSTRUCTION (CF),
HEADQUARTERS (HQ)**

Dennis has been with the Department of Corrections and Rehabilitation (CDCR) for over 4 years. He is currently a Supervisor of Academic Instruction (CF) (SAI) at Headquarters-Adult Division. He was previously a SAI for over 1 year at Folsom State Prison.

**MARY CORNELIUS, SUPERVISOR OF CORRECTIONAL EDUCATION
PROGRAMS, PELICAN BAY STATE PRISON**

Mary has been with the Department of Corrections and Rehabilitation (CDCR) for over 20 years. She is currently a Supervisor of Correctional Education Programs (SCEP) at Pelican Bay State Prison. She was previously a Supervisor of Correctional Education Programs (SCEP) at Pleasant Valley State Prison for over 3 years.

**NANCY HANLEY, SUPERVISOR OF ACADEMIC INSTRUCTION (CF),
N.A. CHADERJIAN YOUTH CORRECTIONAL FACILITY**

Nancy has been with the Department of Corrections and Rehabilitation for over 18 years. She is currently a SAI at N.A. Chaderjian Youth Correctional Facility.

**RUSS HARRIS, SUPERVISOR OF CORRECTIONAL EDUCATION PROGRAMS,
PRESTON YOUTH CORRECTIONAL FACILITY**

Russ has been with the Department of Corrections and Rehabilitation for over 26 years. He is currently a SCEP at Preston Youth Correctional Facility. He was previously a SAI at El Paso De Robles Youth Correctional Facility for over 10 years.

**TAMI MCKEE-SANI, SUPERVISOR OF CORRECTIONAL EDUCATION
PROGRAMS, DEWITT NELSON YOUTH CORRECTIONAL FACILITY**

Tami has been with the Department of Corrections and Rehabilitation for over 12 years. She is currently an Assistant Superintendent of Education (Acting) at Headquarters-Division of Juvenile Justice. She was previously a SCEP at DeWitt Nelson Youth Correctional Facility for over 5 ½ years and a SAI for over 4 years.

**ROBERT PORTER, SUPERVISOR OF CORRECTIONAL EDUCATION PROGRAMS,
CALIFORNIA INSTITUTION FOR MEN**

Robert has been with the Department of Corrections and Rehabilitation for over 15 years. He is currently a SCEP at California Institution for Men. He was previously a SAI for over 4 years.

**ROSS ZIMMERMAN, SUPERVISOR OF ACADEMIC INSTRUCTION (CF),
SUBSTANCE ABUSE TREATMENT FACILITY & STATE PRISON AT CORCORAN**

Ross has been with the Department of Corrections and Rehabilitation for over 5 ½ years. He is currently a SAI at Substance Abuse Treatment Facility & State Prison At Corcoran. He was previously a SAI for over 1 ½ years with Pleasant Valley State Prison.

SUPERVISOR OF ACADEMIC INSTRUCTION (CORRECTIONAL FACILITY) INFORMATION GATHERING

The initial list of tasks and knowledge, skills & abilities statements were identified after conducting a literature review which consisted of:

- State of California class specification
- San Diego City Schools position description for Vice Principal